



## TELECOMMUNICATIONS DIVISION

### DIRECTORY LISTING COORDINATOR

#### ***BULLETIN 04-01***

May 27, 2004

**SUBJECT: 2004/2005 STATE TELEPHONE DIRECTORY PUBLICATION DELAY**

#### **ACTION:**

- The Directory Listing Coordinators (DLCs) should provide a copy of this bulletin to management and others in the agency/department as needed to inform them of the delay in publishing the **State Telephone Directory (Directory)**, and to help obtain accurate telephone listings.
- The DLC's should continue to gather and submit updates to the Directory via diskette and signed hardcopy, on a monthly basis to the Department of General Services, Telecommunications Division (DGS-TD), as outlined in the State Telecommunications Management Manual (STMM) [Chapter 0.708](#), and in this bulletin.

#### **BENEFITS:**

- Delayed printing of the Directory saves scarce State dollars in difficult economic times.
- An updated Directory is available on-line at [www.cold.ca.gov](http://www.cold.ca.gov).

#### **KEY POINTS:**

- In the interest of managing public funds efficiently and delivering a worthwhile product, printing of the state telephone directory is postponed. The new Directory print date is tentatively scheduled for **the summer of 2005**.
- When the date is finalized, additional information regarding deadlines for submitting final directory listing updates and pre-orders of the printed Directory will follow.
- The on-line Directory is continuously updated with information provided by the DLCs. Please share the information regarding the availability of this Directory throughout your department, as it contains the most current information available.
- Please continue to submit monthly updates to the Directory. This information enables on-going updates to the on-line Directory, and allows the State Information Agents (formerly State Telephone Operators) to provide the most current Directory information to callers. Submit updated directory listings, both diskette **and** signed hardcopy, by mail to:

**ATR BULLETIN 04-0**  
**2004/2005 STATE TELEPHONE DIRECTORY**  
**PUBLICATION DELAY**

- 2 -

MAY 27, 2004

Linda McFalls  
Department of General Services  
Telecommunications Division G-23  
Office of Network Services  
601 Sequoia Pacific Blvd.  
Sacramento, CA 95814-0282

**BACKGROUND:**

The Office of Network Services (ONS) Directory Services (DS) is responsible for continuously updating the on-line Directory at [www.cold.ca.gov](http://www.cold.ca.gov) and for publishing the printed version of the Directory on a bi-annual basis. The ONS DS relies solely on the information provided by monthly updates from the DLCs to update these directory listings. Your continued efforts to help the ONS maintain and provide accurate directory listings is much appreciated.

To view previous DLC Bulletins, refer to the DGS-TD homepage at <http://www.dgs.ca.gov/td>. In the navigation pane on the right side, under "Telecom Publications", select "ONS Publications", and scroll down to the DLC Bulletins listing.

If you have any questions regarding this bulletin, or need additional information or assistance, please contact Linda McFalls at (916) 657-9752, CALNET 8-437-9752, or by e-mail at [Linda.McFalls@dgs.ca.gov](mailto:Linda.McFalls@dgs.ca.gov). You may also call the Resource Communication Center at 1-800-807-6755 or at (916)-657-9903 if Linda is unavailable.



SANDRA BIERER, Chief  
Office of Network Services

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